

SUPERVISORY INFORMATION TECHNOLOGY SPECIALIST

GS-2210-14

POSITION EVALUATION SUMMARY

Organization: Various USACE Districts

Position No.: _____

Evaluation Factors	Factor Level Used (FL No., etc.)	Points Assigned	Comments
1. Program Scope and Effect	FL 1-2	350	Page 2
2. Organization Setting	FL 2-3	350	Page 2
3. Supv. & Managerial Authority Exercised	FL 3-3b	775	Page 2
4. Personal Contacts 4a. Nature of Contacts 4b. Purpose of Contacts	4A-2 4B-3	50 100	Page 3
5. Difficulty of Typical Work Directed	FL 5-6	800	Page 3
6. Other Conditions	FL 6-5C	1,225	Page 3
Total Points		3,650	Standards Used OPM JF PCS for GS-2200 dtd. 05/2001; OPM GSSG dtd. 01/ 99; USACE GSSG supp. Guidance dtd. 08/10/95; DOD supp. GSSG guidance dtd. 06/24/93.
Grade Conversion		The 3,650 point total falls in the GS-14 point range (3,605 – 4,050 pts.) of the GSSG.	

Additional Remarks:

1. **Occupational Series and job title Determination:** Positions covered by this job description are occupationally classified to the Information Technology (IT) Management, GS-2210 occupational series since they include, as the paramount requirement, the management & supervision of (IT) systems & services for a District within the U.S. Army Corps of Engineers (USACE). Managers and supervisors

covered by this job may also include the supervision of telecommunications services, and administrative support services (e.g., library, mail, publications, radio communications, graphics, and audio-visual products). While this administrative support services knowledge is important, the predominate skill and knowledge required by this position is that associated with IT systems. There is no provision in the GS-2200 Job Family PCS for titling supervisory/managerial positions classified to this series as either Manager or Officer; therefore, in accordance with the criteria on page 6 of the GS-2200 JF PCS, positions covered by this job description are provided the title of Supervisory Information Technology Specialist.

2. The predominate and paramount requirements and grade supporting assignments of this job involve the management and supervision of Information Management (IM) programs and the personnel assigned to two or more subordinate Branches. **Therefore it is mandatory that this job be described in the GSSG supervisory format (and not the nine factor nonsupervisory FES format).** The supervisory & managerial work of this position is properly evaluated through application of the criteria provided in the OPM GSSG dtd. January 1999 as follows:

Factor 1 – Program Scope and Effect

FL 1 – 2 350 pts.

Incumbents supervise IT support (IT equipment, software, and applications support), as well as administrative services for a USACE District and may provide full operational support to a Division HQ organization (normally when District and Division offices are in the same geographical location). Although there are a number of geographically dispersed mobile and permanent field offices/units for which program support is provided, the District is comparable to a small-to-medium-sized military installation. While the work supervised impacts other functions within the District, such work involves the provision of support rather than mission work activities. This fully meets the criteria identified for Level 1-2 (350 pts.). Supervisory work of this job description does not meet Level 1-3 criteria since it involves supervision of staff support rather than mission work and since supervision of the IM program at a USACE District is not equivalent to the supervision of an IM program at a large and complex multi-mission military command.

Factor 2 – Organizational Setting

FL 2-3 350 pts.

Incumbents of positions covered by this job description are one level below, and report to, a District Commander who occupies a position equivalent to a SES position and supervises several GS-15 positions. This warrants credit to the highest evaluation for this factor which is FL 2-3.

Factor 3 – Supervisory. & Managerial Authority Exercised

FL 3-3b 775pts.

The Chief of IM supervises two or three subordinate supervisory Branch Chief Positions who in turn supervise subordinate groups/teams headed by team/group leaders or chiefs. The supervisory & managerial authorities exercised, as reflected in the job description, fully equal that reflected for FL 3-3 (b) on page 18 of the GSSG (exercises all of the FL 3-2c supervisory authorities and responsibilities and over eight of the FL 3-3b authorities and responsibilities). The assigned managerial & supervisory authorities fail to equal the FL 3-4 requirements since that level is typical of managers who direct very large multi-layered **mission** organizations requiring the manager to be closely involved with high level program officials (or comparable

agency level staff personnel) in the development of overall goals and objectives for assigned program segments.

Factor 4 – Personal Work Contacts

Sub-factor 4a – Nature of Contacts – SFL 4a-2 (50 pts.): The supervisory personal work contacts of positions covered by this job description are clearly characteristic of reflected in the GSSG for SFL 4a-2 & fail to equal the higher level type contacts which characterize SFL 4a-3 (i.e., high ranking military or civilian managers at bureau or major organizational levels of the agency).

Sub-factor 4b – Purpose of Contacts – SFL 4b-3 (100 pts.): The purpose of contacts internal to the District (the most frequent contacts of this job) are fully equal to that reflected for SFL 4b-3. Contacts external to the District (the least frequent contacts of this job) are mostly characteristic of SFL 4b-2 but have some SFL 4b-3 characteristics (justifying & defending District IT work activities). Overall, this job is best evaluated to FFL 4b-3. The purpose of contacts fail to equal SFL 4b-4 where the purpose of contacts is to influence, motivate or persuade in situations where persons contacted are fearful, skeptical, or uncooperative.

Factor 5 – Difficulty of Work Directed – FL 5-6 800 pts.

The highest grade level of work which best characterizes the nature of the basic non-supervisory work of the IM organization and constitutes 25% or more of the work of the IM organization is GS-11. This determination excludes consideration of low-grade assistants and clerical/trainee positions but includes consideration of substantive work accomplished by federal employees in the organization and contractor work for which the IM Chief has technical oversight responsibility. Contractor performed work for which the incumbent has technical oversight responsibility is determined through review of contract job titles and assigned work requirements and identification of the man-months of work at equivalent GS grade levels; and, conversion of the man-months to annual equivalencies for each of the grade levels. Applying factor 5 criteria applicable to second level supervisors, the determination is made that the GS-11 level requires over 50% of the supervisory duty time of the Chief, IM. While GS-12 level non-supervisory work does exist in the IM organization it is not of significant enough volume to warrant use as the characteristic level of work supervised.

Factor 6 – Other Conditions – FL 6-5c 1,225 pts.

Incumbents of positions covered by this job manage the overall work of the IM organization through two or more branch supervisors and contractors each of which who supervise a base level of work determined at the GS-11 level **or could** through judicious redirection of workload between or among branches (**refer to page 6 of the above referenced DOD supplemental guidance concerning “judicious redirection of workload” to achieve FL 6-5-c credit**). The IM organizational work managed/supervised requires substantial coordination and integration and requires a number of specialists working together to integrate their supported areas into any systems updates or changes. In addition, all systems must be integrated into the LAN or WAN systems. This position clearly and completely equals LEVEL 6-5c criteria (1,225 pts.). This job

does not meet the requirements of the next higher level because it is not involved with supervising very exceptional and complex programs comparable to the GS-13 or higher level, or do the subordinate supervisors meet the criteria of Level 6-5a.

FINAL CLASSIFICATION: SUPERVISORY IT SPECIALIST, GS-2210-14